

U. S. Department of Agriculture
Extension Service

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THE JOB OF THE COUNTY 4-H CLUB AGENT
OR OF

THE AGRICULTURAL OR HOME DEMONSTRATION AGENT IN RELATION TO 4-H WORK

1. Analyze the county situation as to youth population, agricultural and rural life problems, youth organizations and their programs, as a basis for the interpretation of the interests and needs of boys and girls.
2. Develop the interest and cooperation of various organizations and of rural people in the development of boys and girls through 4-H Club work.
3. Assist people in the communities in the organization of local 4-H Clubs, in the selection of local leaders, and in the development of the club programs.
4. Prepare a county program and plan of work based upon needs of local clubs and of youth not now 4-H members, with the assistance of representatives of various groups.
5. Supervise the work of local leaders by giving assistance in training leaders and giving them recognition.
6. Assist local leaders in carrying out the local club program, by attending club meetings, visiting members' homes, providing helpful literature, arranging for necessary facilities and materials, arranging for help of specialists.
7. Assist in the planning and direction of special events or activities that supplement the local club programs, such as camps, achievement or rally days, county fairs and picnics, participation in State events, and devices for member and club motivation.
8. Assist in arranging for and providing appropriate publicity for 4-H work, through newspapers, over radio, and at meetings of various organizations, not only to maintain interest and support but also to supplement educational program of local clubs.
9. Help to evaluate work done by obtaining and analyzing records and by preparing statistical and narrative reports for county, State, and Federal use.
10. Represent the State college and the U.S.D.A. as county administrator and supervisor of 4-H Club work, including relationships with other organizations, with local government, and with the public; and responsibility for funds.
11. Improve oneself as a 4-H worker by attending conferences, reading, studying aspects of 4-H work, and taking courses, so as to be familiar with the most recent subject matter, methods, and policies, and to increase one's ability in planning, supervising, and carrying forward an educational program for youth.

Compiled by Barnard Joy, Extension Studies and Teaching Section, from papers submitted by members of Extension Seminar in Organization and Conduct of 4-H Club Work, December 1938.

